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STANDARD FORM NO. 64

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Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief of Logistics

DATE: 21 May 1953

FROM : Acting Chief, Transportation Division

SUBJECT: Weekly Activity Report--11 May through 16 May 1953

1. GENERAL

25X1C10b

a
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2. PROJECTS AND STUDIES IN PROCESS

None

25X1C4a

3. OTHER ITEMS OF INTEREST

b. Request of General Services to Determine Cost and Availability of Transportation for Personnel to and From [REDACTED] (cont'd item)

25X1A6a

No change.

c. Selection of Additional Household Goods Packers (cont'd item)

No change.

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4. SPECIAL PROBLEMS

None.

5. MAJOR OBJECTIVES

a. Develop Cargo Requirements Projection Based on Supply Requirements

PERCENTAGE COMPLETED: - 100

b. Establish Procedures Outlining Methods for Transporting People and Things Overseas [REDACTED]

25X1C4a

PERCENTAGE COMPLETED: - 80

c. Establish Historical Records of Transportation

PERCENTAGE COMPLETED: - 40

d. Determine Motor Vehicle Requirements for ZI Depots

PERCENTAGE COMPLETED: - 60

e. Establish Procedures for Preparing Agency-Wide Transportation Budget

25X1A6a

PERCENTAGE COMPLETED: - 20

f. Recruiting of Transportation Personnel for Duty at [REDACTED]

PERCENTAGE COMPLETED (On the part of Trans. Div.): - 60



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